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NORMAN ELECTION COMMISSION MINUTES DATE ORIENTATION

January 17, 2012

The Enforcement Authority of the City of Norman, Cleveland County, Oklahoma, met in the Municipal Building Conference Room at 201 West Gray on the 17th day of January, 2012, at 7:00 p.m. Notice and agenda of the meeting were posted at the Municipal Building 48 hours prior to the beginning of the meeting.

MEMBERS PRESENT:

Robin Allen
Nina Flannery
Richard Hilbert
Elizabeth Windes
Chairman Ty Hardiman

MEMBERS ABSENT:

None

Item 1. Chairman Hardiman provided opening comments and introduced members of the Norman Election Commission and the City Clerk.

Item 2. Review of the political sign regulations from a representative of the City of Norman Code Compliance Division. Mr. Kelvin Winters, Code Compliance Officer, explained the regulations for political signs and answered questions specific to the size and placement of signs.

Items submitted for the record

1. Regulations for Political Signs

Item 3. Role of the Norman Election Commission. Chairman Hardiman highlighted the duties and responsibilities of the Norman Election Commission.

Items submitted for the record

1. Elections and Norman Election Commission Public Service Announcement
2. Norman Code of Ordinances, Chapter 7.5, Elections
3. Ordinance No. O-1112-15

Item 4. Presentation and discussion of the following topics with City Council Candidates and/or their designated agents.

City Campaign Contribution and Expenditure Reports

- **Report Due Dates**
- **Criteria included in reports**
- **Contribution limits**
- **Definition of contribution and expenditure**
- **Who must file reports**

Summary of State requirements

Chairman Hardiman and City Clerk Brenda Hall thoroughly reviewed report due dates and criteria to be included in the Contribution Campaign and Expenditure Reports. Areas covered included who must file reports; where to file reports; contribution limits; and definitions of the various contribution types and expenditures. The information also covered the criteria and requirements for state reports. Chairman Hardiman and City Clerk Hall fielded questions from candidates and their representatives.

Items submitted for the record

1. PowerPoint presentation entitled, "City Council Candidate Orientation, presented by the Norman Election Commission, January 17, 2012"
2. City Council Candidate Manual dated

Item 5. Miscellaneous Discussion.

The next meeting of the Norman Election Commission will be Monday, March 26, 2012, at 2:00 p.m.

Item 6. Adjournment.

The meeting was adjourned at 8:30 p.m.